COTS Enterprise Architecture Workgroup
Meeting Minutes
September 13, 2001
DIT Executive Conference Room
1:30 PM

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ATTENDANCE

Members:

Bethann Canada, DOE; Bill Mize, DIT; David Molchany, Fairfax County (Co-chair).

Guests, Representatives, and Staff:

Guests

Chris McCord (DSIA), Fred Norman (Commonwealth Vendor Consulting LLC).

Representatives

Martha Stearns for James Jokl (UVA).

Staff

Paul Lubic, DTP; Brian Mason, DTP; Paul Bucher, VDOT.

Members Absent:

Murali Rao VDOT (Co-chair); Tim Bass, VRS; Linda Foster, TAX; Randy Horton, DRS; James Jokl, UVA; Ted McCormack, CLG; Bob Haugh, DOC; Bob Pontius, VEC; Jerry Simonoff, DTP.

WELCOME AND OPENING REMARKS:

David Molchany convened the meeting of the COTS Enterprise Architecture Workgroup at 1:30 PM.

Molchany updated the group on the activities of the National Association of

State CIO's concerning the development of high level, generic architecture templates.

Paul Lubic then briefed the group on the events of the COTS retreat and indicated that the following three initiatives were earmarked for "reasonable completeness" by end of 2001:

1. Buy Virginia – web based listing and promotion of Virginia business;

2. E-Communities – supporting the development of an integrated web presence for localities;

3. MyVirginia PIN – assigning a single PIN per customer which authenticates the customer to multiple Agency applications.

APPROVAL OF MINUTES:

The minutes of the July 12, 2001 meeting were approved.

UPDATE on PROCUREMENT SECURITY WORKSHOP:

Brian Mason updated the group on the results of the "Procurement Security Workshop" held in August as recommended at the July EA Workgroup meeting. Mason indicated the following:

- The COTS-EA Workgroup, PSA Workgroup, DIT Security, the EA Security Domain Team, and DIT Procurement had representation at the meeting.
- This workshop was designed as a way to develop the "litmus paper" for validating and surveying the wider commonwealth security contract needs.
- Focus areas were identified for inclusion on the 1st cut of a "prioritized attack list" for statewide security procurement contracts.
- It had been suggested that Strategic Plans be reviewed to further validate security contract needs.
- It had been agreed by workshop participants that, as a "second cut", agencies, institutions of higher learning, and local governments should be surveyed to provide input into the priority assigned to the items on the "statewide contract security focus list", as well as add to it as appropriate. The survey is the "litmus test".

Discussion

Focus items/areas identified for potential statewide procurement contracts

were consistent with those identified earlier by the Security Architecture Report. DTP staff indicated that no additional new focus items/areas had surfaced when reviewing IT Strategic Plans.

Action Items

The COTS-EA Workgroup unanimously agreed that DTP should proceed to put together a survey, to be sent to agency information officers and local government CIO's, requesting input into the completeness of the list and relative priority of items. Molchany indicated that he would use VALGITE to distribute the survey to local governments.

DISCUSSION of NEXT DOMAIN ARCHITECTURES

Discussion

Paul Lubic indicated that SoTech had reviewed the request to move forward with the Platform and Application domains, and was in agreement that they were appropriate for the Commonwealth as well as the E-Communities and E-Business initiatives. He would like the EA Workgroup to present the request to COTS for their comment, as the next step.

Lubic indicated that nominations from COTS to fill these teams would be required. Lubic also indicated that the following five individuals had indicated that they would not be able to continue on the EA Workgroup starting immediately: Linda Foster, Bob Haugh, Randy Horton, Troy DeLung, and Ted McCormick. These individuals will need to be replaced.

The Workgroup questioned if past nominations could be used as a starting point. However, the Workgroup agreed that due to the lapse in time from original nominations and to potential changes in job responsibilities, that new nominations would be warranted. The Workgroup agreed that both Workgroup and Domain team nominations could be solicited from COTS on the same form (as was done with the original nominations.)

Action Items

1. The Platform Domain and the Application Domain will be presented to COTS for comment, as the next domains to be developed.

2. The EA Staff Support will assemble a Nomination Package for filling vacant EA Workgroup and new Domain Work Teams. The standing EA Workgroup will then distribute a nomination package to COTS members.

Discussion of MyVirginia PIN Project

Paul Lubic reviewed the high level concepts of said project. Lubic indicated the Security Domain Team had been asked to serve on the MVP Security Work Team. Lubic indicated that the EA Security Architecture was the framework utilized for MVP Security, and was being contextualized accordingly.

Discussion of COVITS COTS Booth Participation

Molchany indicated that he had not yet heard from COVITS committee on the COTS Booth. Mason indicated that the COTS Communication Workgroup was planning on COTS having a booth and that the EA Communication Team had offered to provide the EA Brochures (300 to 400) for distribution at the booth. Molchany indicated that he would contact Jenny Wootton to determine the need and schedule for volunteers.

AJOURNMENT

Molchany adjourned the meeting at 2:40 pm

Meeting Schedule:

The next workgroup meeting will be October 11, 2001 at 1:30 PM in the DIT Executive Conference Room.

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